

Subject: Insurance for North Figueroa Assn/Highland Park
From: Ellen Yuan <ellen.yuan@lacity.org>
Date: 01/28/2015 04:14 PM
To: Misty Iwatsu <mistyli@aol.com>
CC: "Van Cise, Eugene" <eugene.vancise@lacity.org>

Hi Misty,

Your invoice #NFADec14 is received. Please send a copy of D&O insurance coverage from 1/15/2014 to 1/15/2015. Please also have your insurance agent update in our insurance website Track4LA.lacity.org.

We won't be able to process your invoice until the insurance is updated in the system.

Regards,

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Ellen Yuan
Neighborhood and BID Division
Office of the City Clerk